



REQUEST FOR ASSISTANCE (RFA) FORM INTAKE INTERVIEW LOG

<u>Date:</u> 10-5-17	<u>Interviewer:</u> Sue Guenter-Schlesinger and Lafayette Baker	RFA #17 – 26 cont'd
<u>Name of Person(s) Requesting Assistance:</u> [REDACTED]		
<u>Contact Numbers (telephone, e-mail, etc.):</u> [REDACTED]		
<u>Status of Person(s) Interviewed (title, position, student status, etc.):</u> Student		
<u>Requested Assistance Pertaining To (name, position, policy, project, etc.):</u> [REDACTED] [REDACTED]		

To the best of your knowledge, please fill out the following:

Interviewee Status: Male ☐ Female ☒ Administrator ☐ Faculty ☐ Staff ☐ Student ☐
 Concern Regarding: Male ☒ Female ☐ Administrator ☐ Faculty ☐ Staff ☐ Student ☐

Category: *(Please check at least one)*

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|--|---|---|-------------------------------------|--|
| <input type="checkbox"/> Age | <input type="checkbox"/> Color | <input type="checkbox"/> Creed | <input type="checkbox"/> Disability | <input type="checkbox"/> Veteran Status |
| <input type="checkbox"/> Marital Status | <input checked="" type="checkbox"/> National Origin | <input type="checkbox"/> Race | <input type="checkbox"/> Religion | <input type="checkbox"/> Retaliation |
| <input type="checkbox"/> Sex/Gender | <input type="checkbox"/> Sexual Harassment | <input type="checkbox"/> Sexual Orientation | <input type="checkbox"/> Employment | <input type="checkbox"/> Genetic Information |
| <input type="checkbox"/> Gender Identity or Expression | | | | |

Time Line		
Date	Item	Comments
Converted from RFA-26		
10-4-17	Ms. [REDACTED] emailed Mr. Vidana	Ms. [REDACTED] explained to Mr. Vidana that last night she left Viking Union with Ms. [REDACTED] to catch the [REDACTED] and saw [REDACTED] their route. She said she was "shocked and dumbfounded." She said "We did not step foot [REDACTED]. From what I recall spring quarter we made an agreement that [REDACTED] was going to [REDACTED]." She also said "There seems to be a lack of communication and understanding about how unsafe [we] feel." She said "We feel like we are not being taken seriously by the University." She said they want [REDACTED] to be [REDACTED] at Western." She also said "We are still being affected and are traumatized by [REDACTED] actions."
10-5-17	Mr. Vidana emailed SGS	Mr. Vidana requested guidance regarding the next steps to take with this situation.

11-6-17	SGS and LB have a phone conversation with [REDACTED], and [REDACTED]	[REDACTED], and [REDACTED] talked about their challenging experiences with [REDACTED] on the [REDACTED]. They explained the situation starting from fall 2016 to what happened this quarter fall 2017.
12-1-17	SGS and LB met individually with [REDACTED], and [REDACTED]	SGS and LB met the three women to take their individual statements. SGS and LB explained to the three women that they would combined the statements and provide it to [REDACTED].
12-4-17	LB met with [REDACTED] and [REDACTED]	[REDACTED], and [REDACTED] reviewed the combined statement LB and SGS created based on their December 1 meeting. The three women signed the statement.
12-6-17	LB emailed [REDACTED] and [REDACTED] the FERPA Consent to Release Student Information form	LB explained to the students that they need to provide a FERPA release before we can provide the statements to [REDACTED].
12-8-17	Ms. [REDACTED] came to EOO	[REDACTED] brought in her signed FERPA Consent to Release Student Information form.
12-10-17	Ms. [REDACTED] emailed LB	She emailed her consent release
12-11-17	Ms [REDACTED], emailed LB	She emailed her consent release
12-14-17	SGS and LB met with the [REDACTED] and [REDACTED] from [REDACTED]	SGS and LB talk to [REDACTED] and [REDACTED] about some of the basic functions of the EO office, and gave them an overview of the situation involving the three female students. [REDACTED] and [REDACTED] reviewed the signed statement from the three women. SGS and LB also talked to [REDACTED] and [REDACTED] about potential outcomes. [REDACTED] and [REDACTED] talked about their approach to customer service. They explained that [REDACTED] is very social and often likes to ask people questions because he likes to learn and interact with the customers. They indicated that they will follow-up with [REDACTED] regarding this situation. [REDACTED] and [REDACTED] explained that they will provides diversity training for all their [REDACTED]. They said they are also planning to install new HD high-tech cameras with sound [REDACTED].
1-10-18	Ms. Chittick emailed [REDACTED], and [REDACTED]	Ms. Chittick requested available times from the three women to schedule a meeting with them to review the outcome of LB and SGS's meeting with [REDACTED] and [REDACTED] from [REDACTED].
1-16-18	LB called [REDACTED]	LB requested available times to schedule a meeting with the three women
1-17-18	[REDACTED] emailed LB	She said they are available Monday 1/22 at 4:30
1-19-18	LB emailed [REDACTED] and [REDACTED]	LB and SGS sought additional available times from the three women to schedule a meeting with them to review the outcome of LB and SGS's meeting with [REDACTED] and Mr. Benne from [REDACTED]
1-22-18	LB emailed [REDACTED]	LB and SGS sought additional available times from the three women to

	[REDACTED], and [REDACTED]	schedule a meeting with them to review the outcome of LB and SGS's meeting with [REDACTED] and [REDACTED] from [REDACTED]
1-29-18	LB emailed [REDACTED] and [REDACTED]	LB scheduled a meeting for the three women to meet with SGS and LB
1-29-18	LB and SGS met with [REDACTED], and [REDACTED]	<p>LB and SGS explained to [REDACTED], and [REDACTED] that they met with [REDACTED] and [REDACTED] from [REDACTED], and had a productive conversation. [REDACTED] and [REDACTED] reviewed the women's signed statement and talked about the harmed that the three women expressed [REDACTED] caused them. [REDACTED] and [REDACTED] talked about [REDACTED] training program, and [REDACTED] history with the company.</p> <p>LB and SGS told the three women that [REDACTED] will be installing cameras on their [REDACTED], all their [REDACTED] will go through diversity training. LB and SGS said [REDACTED] and [REDACTED] indicated that they will continue to keep [REDACTED] on the opposite route that the three women generally take. The women indicated that they were not happy with that outcome. They explained that do not want [REDACTED] to [REDACTED] at Western, and they expressed concerns regarding how he will treat other students of color. They said they never want to interact with him again based on how he treated them.</p> <p>SGS and LB expressed to the three women that they tried to reach an outcome that they were comfortable with, and it is unfortunate they are not happy with the outcome. SGS and LB explained that they would do additional research and follow-up regarding this situation, and told them they could contact EOO if they have any additional questions and concerns.</p>